

DRAFT

MISQUAMICUT FIRE DISTRICT

**MINUTES OF REGULAR MEETING
OF THE BOARD OF OFFICERS**

September 16, 2015

1. Call to Order

The Board of Officers Meeting of the Misquamicut Fire District was called to Order by Moderator Michelle Vacca at 4:30 p.m. on September 16, 2015.

2. Roll Call

The following Officers were present: Moderator Michelle Vacca, Clerk Dianne Vumback, Treasurer William T. Sisco, Tax Collector Mary Delisio, Tax Assessor Leone D'Onofrio, Fire Chief Todd Findeisen, and Members-at-Large Russell Ryan and Marilyn Bellesheim. Solicitor John P. Toscano, Jr. was also present.

3. Consent Calendar

(a) Approval of Minutes

Upon motion duly made by Tax Assessor Mr. Leone D'Onofrio and seconded by Member-at-Large Ms. Marilyn Bellesheim to accept the corrected minutes of July 15, 2015, and it was unanimously,

VOTED: To accept the meeting minutes of July 15, 2015.

Upon motion duly made by Member-at-Large Mr. Russell Ryan and seconded by Member-at-Large Ms. Marilyn Bellesheim to accept the minutes of August 26, 2015 with corrections, and it was unanimously,

VOTED: To accept the meeting minutes of August 26, 2015.

(b) Appointment and Resignations

Beach Access Group for 2016 – discussion ensued regarding forming a group to tighten up the access to the private beaches. A group, under the direction of Member-at-Large Ms. Marilyn Bellesheim, will be put together and brought forward at the next meeting.

4. New Business

No new business at this time.

5. Unfinished Business

(a) Discussion of Job Descriptions for Board of Officers 2015-2016

Job descriptions were discussed. The Moderator discussed duties of all positions, with special emphasis put on board members attending all meetings. A discussion ensued regarding the timing of the meeting and the need to make some changes to better ensure full board support and attendance.

Upon motion made by Tax Assessor Mr. Leone D'Onofrio and seconded by Fire Chief Mr. Todd Findeisen to change the time of the monthly fire district meetings to a start time of 5:00 p.m. on the third Wednesday of every month, and it was unanimously,

VOTED: To move the start time of the MFD Board meetings to 5:00 p.m., remaining on the third Wednesday of every month.

(b) Discussion – Electronic Gates for two parking lots

In July, business names were given regarding the pricing and installation of electronic gates. Currently \$11,500 is allocated to an electronic gate for Lawton Beach (\$7,500 Haviland gift and \$4,000 in the budget). The District will pursue pricing for site work to

determine if it will be possible to put two electronic gates up (one at Lawton and Benson) or just at Lawton. This pricing will include software programming for badges required to access the parking lot.

6. Communications and Reports

(a) Report of Treasurer William T. Sisco

See report attached regarding financials. Attached is an email regarding letter from Attorney General determining that the Misquamicut Fire District report as a Tier II municipality with agreed-upon procedures for engagements. Treasurer William Sisco will complete and send forward the FD-9 form.

(b) Report of Solicitor John P. Toscano

No report given.

(c) Report of Tax Collector Mary Z. Delisio

Amount collected \$174,185.90 as of 9/15/2015 – current and previous year's taxes. See attached Trial Balance Sheet. First letter will be sent by Solicitor Toscano prior to the end of October to taxpayers who have been delinquent two or more years. At this time, there are 7 possible tax sale accounts.

(d) Report of Fire Chief Todd Findeisen

Since July 1st - 71 calls responded to, with 8-9 due to the severe thunderstorm which required firemen to be out most of the morning.

There will be an October training, which will occur at the Fire station. Starting this month, joint training with Watch Hill Fire Department will happen about every other month. The Fire Department will be going to RI Fire Academy Burn Building to do a day of training at the burn facility.

Approximately 250 people were served at the Steak Fry. Four Westerly Fire Chiefs still getting together holding meetings – looking at making purchases together. Chief Peacock from the Watch Hill FD and MFD will go back to the mutual aid agreement.

Discussion ensued regarding a fire department position matter. Solicitor Toscano recommends that we rescind the action taken place in August.

At the recommendation of our Solicitor, a motion is made by Tax Collector Ms. Mary Delisio and seconded by Member-at-Large Ms. Marilyn Bellesheim to rescind the motion of August 26, 2015, regarding the drafting of a letter to the Providence Fire Department and the Union in response to a professional Fire Fighter of the Providence Fire Department receiving a salary from the Misquamicut Fire District.

Discussion: This motion is being made on the advice of our attorney that there will be no recourse as far as the fire department personnel towards the Misquamicut Fire District.

Members not present at the August meeting were not allowed to vote as they were not privy to the original discussion – this includes the following board members: Clerk Ms. Dianne Vumback, Tax Assessor Mr. Leone D’Onofrio and Fire Chief Mr. Todd Findeisen.

Poll Vote:

Bellesheim: Yes

Ryan: Yes

Sisco: Yes

Delisio: Yes

Vacca: Yes

Motion carries.

The Annual Firemen’s Banquet will be October 16, 2015.

(e) Report of Moderator Michelle M. Vacca

Forgetting to do so during the Centennial Celebration – Michelle Vacca gives gratitude towards the Board for the work on the

celebration. Discussion regarding the permit and the donation made for “Make a Wish” foundation ensued.

Centennial Celebration financials: To date, \$15,563 was collected. The group spent \$27,682.18. There was a budget allocation of \$15,000. As of today, there is a surplus of around \$3,000.

As a reminder, the Moderator told the board that we adopted the policies and procedures of public records – and it needs to be posted at all times on the Fire Station door (the home office of the fire district). An outdoor posting box will be purchased for all future postings.

Discussion ensued regarding Blackledge LLC.

Upon motion made by Treasurer Mr. William Sisco and seconded by Member-at-Large Mr. Russell Ryan that we send Blackledge LLC a letter with the following noted amounts (R. Champlin Crane & Excavating Inc. \$450.00; Conventry Lumber \$5,552.59; Total Construction Services Inc. \$10,275.00; Chamberlin of RI \$4,000.00; and Carter Contracting \$7,048.16) dispersed because of inferior workmanship.

Poll Vote:

Findeisen: Yes

D'Onofrio: Yes

Bellesheim: Yes

Ryan: Yes

Sisco: Yes

Delisio: Yes

Vumback: Yes

Vacca: Yes

Motion carries.

The Moderator made it clear that she wants all subsidiaries of the Misquamicut Fire District to post to the SOS and follow all rules and regulations as it pertains to Open Meetings per Section 42-46-7. She provided all board members with another copy.

Upon motion made by Tax Assessor Mr. Leone D'Onofrio and seconded by Member-at-Large Mr. Russell Ryan that fire incentive rewards be paid in the amount of \$15,350.00, it was unanimously,

VOTED: that the fire incentive rewards be paid in the amount of \$15,250.00

7. Agenda Referrals

The following items are referred to the next Board meeting under the

agenda item of New Business:

- **Approval of corrected minutes of the Meeting held August 26, 2015**
- **Approval of Minutes of the Meeting held September 16, 2015**
- **Discussion of Beach Access Group – Member-at-Large Ms. Marilyn Bellesheim will provide names of members**
- **Discussion of the electronic gates – Tax Assessor Mr. Leone D’Onofrio will update board with pricing**

The next Regular Meeting of the Board of Officers of the Misquamicut Fire District will be held on Wednesday, October 21, 2015 at 5:00 p.m.

9. Adjournment

There being no further business before the Board, a motion was made to adjourn the meeting at 6:27 p.m.

ADJOURNED.

Respectfully submitted,

Dianne Vumback

Clerk